

PROPERTY MANAGEMENT COMMITTEE

January 27, 2011

5:30 p.m.

Courthouse

MINUTES:

MEMBERS PRESENT:

Commissioner Charlie Baum
Commissioner Adam Coggin
Commissioner Carol Cook
Commissioner Gary Farley
Commissioner Robert Stevens
Commissioner Matt Young
Commissioner Allen McAdoo, C

OTHERS PRESENT:

Ernest Burgess Laura Bohling
Heather Dawbarn Shaun Malugin
Kelly Whitworth Becky Shelton

Chairman McAdoo presided and called the meeting to order at 5:30 p.m. with six members being present at that time.

MINUTES:

"Commissioner Coggin moved, seconded by Commissioner Farley, to approve the minutes of the last meeting as mailed. This motion passed unanimously by acclamation."

MIDLAND-FOSTERVILLE VOLUNTEER FIRE DEPARTMENT:

Mayor Burgess advised additional money has been appropriated for construction of the Midland-Fosterville Volunteer Fire Department building and in this regard the Committee was provided an AIA Standard Form of Agreement Between Owner and Architect on the fire station with Gerald Bucy at a cost of \$15,900 to draw the plans. Following discussion,

"Commissioner Farley moved, seconded by Commissioner Coggin, to authorize execution of the AIA Standard Form of Agreement Between Owner and Architect for the Midland-Fosterville Volunteer Fire Department station. This motion passed unanimously by acclamation."

JUDICIAL BUILDING REPAIRS:

Laura Bohling, Circuit Court Clerk, provided information on completed maintenance items in the Judicial Building, items underway and items to be handled in the future. Ms. Bohling advised water stands on the roof of the building. Additionally, there is a chimney on the roof open to the basement and when it rains the basement gets wet. Ms. Bohling advised she hoped to get the chimney capped to take care of the water issue and resulting odor in the basement. Ms. Bohling will continue to work on the maintenance issues.

Ms. Bohling next requested authorization to proceed with having the ventilation system cleaned in the old bank building. A vendor would not quote the job as he was afraid he would damage the system. Ms. Bohling was directed to work with the County Maintenance Department.

As to capping the chimney, Ms. Bohling was also directed to work with the County Maintenance Department. Mayor Burgess advised a roofing company had already been contacted but the project has been weather delayed.

UPDATE ON OTHER COUNTY PROPERTIES:

Mayor Burgess advised there are no major projects underway at this time except the volunteer fire department and other properties

are in overall good shape.

The Committee was advised a lot of work has been done on the preliminary design for the space at the jail but the former Sheriff tabled the matter. However, the new Sheriff is interested in the project and looking into it and will probably propose to expand/renovate at a cost of \$8,000,000. Mayor Burgess advised the matter would be discussed further and targeted for late Summer construction.

As to the exterior brick wall on the jail tower, Mayor Burgess advised there have been multiple meetings with the architect, contractor, brick company, etc. It is anticipated a forensic brick evaluator will be hired to determine the cause and correction. The full scope of the problem is not known at this time.

Commissioner Young suggested Ben Mankin as the Department Head of the Maintenance Department make quarterly reports to the Committee. Mayor Burgess advised the County Mayor is ultimately responsible for County buildings and if work is not getting done to let him know. Mayor Burgess advised heretofore the Property Management Committee has not handled maintenance but more of purchase of land. Commissioner Young advised he did not want to tell Mr. Mankin what to do but just to be accountable as to the maintenance issues, budget, etc. Chairman McAdoo advised it would be a good learning experience for the new Commissioners to go through the budget process. Following discussion,

"Commissioner Young moved, seconded by Commissioner Coggin, to ask the County Mayor to instruct the Maintenance Director to report quarterly to the Property Management Committee to update on County buildings, major projects, etc. This motion passed unanimously by acclamation."

Mayor Burgess will provide the Maintenance Department budget for the use and information of the Committee.

Mayor Burgess next advised home grants in years past were used to improve property of lower income citizens. Rutherford County places a lien on the property but it is forgiven if the homeowner stays in the home for five years. A situation has arisen on a \$25,000 home grant that is four years along. The family needs to short sell the house back to the bank and is asking Rutherford County to release its lien. Mayor Burgess advised THDA will approve the release. Following discussion,

"Commissioner Farley moved, seconded by Commissioner Young, to authorize the County Mayor and other required officials to execute a Release on the remaining amount on the lien to assist the family of Jennifer Lovorn and forward the same to the Budget Committee. This motion passed unanimously by acclamation."

The Committee was advised the site survey is being done to proceed with the addition to the Smyrna Health Department.

COUNTY FUEL DEPOT:

Commissioner Young advised Sheriff Arnold has agreed the diesel tank can be placed at the Sheriff's Department. Currently there is no accountability as to who gets fuel and there is an environmental issue. Commissioner Young advised he would like a study to determine the feasibility of moving the diesel tank to the Sheriff's Department. Mayor Burgess will initiate a complete study on the tanks, traffic flow, etc. with quotes on moving and metering the fuel site.

RESCUE SQUAD BUILDING:

Commissioner Young next advised since the County paid off the debt for the Rescue Squad he would suggest selling the building and putting the money back in the Development Tax. Mayor Burgess advised the County does anticipate selling the property at the right time. Commissioner Farley advised selling the building was previously discussed prior to the recent election but now is not the time to sell commercial property.

There appearing to be no further business to come before the Committee, Chairman McAdoo declared the meeting adjourned at 6:18 p.m.

ALLEN McADOO, Chairman